



**METROPOLITAN  
TRANSPORTATION  
COMMISSION**

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## *Memorandum*

TO: Administration Committee

DATE: September 5, 2007

FR: Executive Director

W.I.:

RE: Contract Amendment: Transportation 2035 Plan Public Participation: Pacific Municipal Consultants

Staff requests this Committee's approval to amend the contract with Pacific Municipal Consultants (PMC) in the amount of \$150,000 to assist with the design and implementation of a program for public participation in the development of the Transportation 2035 Plan.

### **Background**

This Committee authorized staff to enter into a contract with PMC after a Request for Proposal (RFP) was released in early 2007. PMC and staff have designed the first phase of outreach on the long-range plan to include two statistically-relevant telephone polls -- one to precede the planned MTC/ABAG Fall Forum and the second one to occur in the first quarter of 2008. The RFP permits MTC to expand the services of the selected consultant for additional services as needed. Staff requests that the telephone polls be overseen by PMC, which will subcontract with BW Research to conduct the polls. The contract amendment with PMC also would allow for PMC to provide facilitation services and additional support at the joint MTC/ABAG Fall Forum, scheduled for October 26, 2007.

### **Recommendation**

We recommend this Committee authorize the Executive Director or his designated representative to amend the contract with PMC to add \$150,000 (for a total contract amount of \$250,000) to provide support with public participation services, including two telephone polls and assistance with the joint MTC/ABAG Fall Forum.

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Steve Heminger

SH:CA

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REQUEST FOR COMMITTEE APPROVAL

## Summary of Proposed Consultant Contract Amendment

Work Item No.:	1112
Consultant:	Pacific Municipal Consultants (PMC), Oakland, California
Work Project Title:	Transportation 2035 Plan Public Participation
Purpose of Project:	To assist with public involvement and participation in the development of the long-range Transportation 2035 Plan
Brief Scope of Work:	Conduct two statistically-relevant telephone polls, provide facilitation and other support services at the joint MTC/ABAG Fall Forum
Project Cost Not to Exceed:	\$150,000 (previous contract of \$100,000)
Funding Source:	TDA
Fiscal Impact:	Available from current FY 2007-08 Agency Budget
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a contract with Pacific Municipal Consultants for Transportation 2035 Plan Public Participation and the Chief Financial Officer is directed to set aside funds up to \$150,000 for such contract amendment.
Administration Committee:	<hr/> Bob Blanchard, Chair
Approved:	September 12, 2007